



CREATING OUR FUTURE

2024
Student
Information
Handbook



Education
Public Schools



CREATING OUR FUTURE

Our school was once a beautiful forest and home to the Aboriginal people of this region.

We acknowledge the traditional custodians of this land the Gumbaynggirr people.

Today we recognise their long history on this land, the land they call mother, and the care they have given to her for thousands of years.

We would like to pay our respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Aboriginal Australia.

We would like to thank them for allowing us to live and learn on their lands.

We must always remember that under the concrete and tar, this land and her waters are, and always will be, traditional Aboriginal land.

TABLE OF CONTENTS

Welcome

School Vision

School Directory

School Staff Directory

Staff Executive Team

Wellbeing Team and Year Advisers

Student Wellbeing

General Information

School Uniform

Academic Awards

Student Leadership

School Contributions

School Contact Details

Bell Times

Important Dates

Reading the Timetable

School Map

Welcome to Toormina High School

Our school is a comprehensive co-educational secondary school with a Inclusive Education Faculty that provides high quality educational programs for all students in years 7 – 12. With a proud tradition of academic, sporting and performing arts excellence, we encourage all students to become actively involved in the academic and extra-curricular activities available.

Our school motto, 'Creating our Future', is the core vision of our teaching, preparing each student as future focused learners. We value the contribution that each student makes to our school, supporting their intellectual, social, physical and moral growth as we develop each student into responsible adults. To achieve this, we work in partnership with parents, engaging strategies that challenge students to achieve excellent results.

We offer a range of programs that support all students in their development, including intensive Literacy and Numeracy Programs. We proudly support a range of programs for First Nations students and the Gumbaynggirr language is offered as an elective in Year 8.

The Inclusive Education Faculty provides high quality differentiated learning opportunities for each student through the development of comprehensive individual learning plans, collaboratively developed with parents and students, ensuring each student's learning needs are achieved and students are well prepared to be active and engaged members of the community beyond school.

We provide contextually appropriate learning opportunities beyond the classroom through a variety of excursions that immerse students into the world beyond the classroom. I strongly encourage each student to make a positive mark on our school by engaging in the opportunities available to them throughout their school life and striving to achieve their personal best.

This information booklet offers parents, carers and students information that will support the transition from primary school into high school. It contains information regarding our school faculties, subject requirements and the staff who will be teaching and supporting you.

On behalf of all of the staff at Toormina High School, we look forward to working with you and your family to create a successful transition to Toormina High School.

Regards

Paul Humphrey

Principal

SCHOOL VISION

To make Toormina High School
a learning community
committed to excellence and
care.

THIS SCHOOL STRONGLY SUPPORTS THE FOLLOWING PRECEPTS

- Encouragement of the pursuit of excellence.
- A friendly and co-operative environment for teaching and learning.
- A fair discipline policy that incorporates pupil welfare and clearly stated expectations of pupils and staff.

SCHOOL AIMS

The aim of Toormina High School is to develop a co-operative and harmonious environment which will stimulate and encourage:

- The growth of the individual student towards full maturity as an intellectually capable, socially and physically able and morally responsible person who will be able to participate in and cope with a changing society in a meaningful way.
- The professional development of the staff as a whole and individually.
- The school's interest in its local and broader community and the interest and participation of the local community in the development of the school and the welfare of its students.

CORE VALUES

Positive Behaviour for Learning (PBL) is a problem solving framework that addresses social behaviour and academic outcomes. It provides a systems approach to enhance the capacity of schools to design effective learning environments. Our broad school community has developed our expectations which are for everyone at Toormina High School to be 'Safe, Respectful, Learners'. Students are rewarded through our House Merit system which encourages every student to demonstrate our expected behaviours across our school environments.

Please refer to the NSW Department of Education Behaviour Code for Students document for further information.

SCHOOL DIRECTORY

PRINCIPAL - Paul Humphrey

DEPUTY PRINCIPAL - Susan Jordan, Inclusive Education, DE, OoHC

DEPUTY PRINCIPAL - Kath Bear, Year 7, 9, 11

DEPUTY PRINCIPAL - Matt Cawley, Year 8, 10, 12

HEAD TEACHERS

ENGLISH Lisa Mullan, English Staffroom

MATHEMATICS Joe Anderson (Rel), Mathematics Staffroom

SCIENCE Jenny Bryant, Science Staffroom

HUMAN SOCIETY IN ITS ENVIRONMENT Michael Quodling (Rel), HSIE Staffroom

TECHNICAL & APPLIED STUDIES Tanya Crough (Rel), TAS Home Economics Staffroom

CREATIVE & PERFORMING ARTS Kyle McGeary, CAPA Staffroom

PDHPE/SPORT Sheridan Johnston (Rel), PE Staffroom

SPECIAL EDUCATION FACULTY Scott Gale, Special Education Faculty Staffroom

WELLBEING Gaye Devoy (Rel), Mathematics Block

ADMINISTRATION Katie Griffiths (Rel), Administration Block

TEACHING & LEARNING Nichole Maloy

2024 YEAR ADVISERS

YEAR 7 Bridget Kramer, HSIE Staffroom

YEAR 8 Jason Nash, Mathematics Staffroom

YEAR 9 Cathie Luff, PDHPE Staffroom, Tim Seivers, Mathematics Staffroom

YEAR 10 Rebekah Schafer, Andre Strydom, CAPA Staffroom

YEAR 11 Mel Sharkey, TAS Staffroom

YEAR 12 Katie Griffiths, Russell Preston, Mathematics Staffroom

SUPPORT STAFF

ABORIGINAL EDUCATION OFFICER Chris McDonald, Mathematics Block

SUPERVISOR of GIRLS Rachel Barwick, English Staffroom

SUPERVISOR OF BOYS Brad Herman, PDHPE Staffroom

STUDENT SUPPORT OFFICER Anthea Flowers, HSIE Block

CAREERS ADVISER Kerstin Woodward, Careers Office

INFORMATION TECHNOLOGY Kathryn Gibney, Administration Block

COUNSELLOR/PSYCHOLOGIST Ryan Squires, Amy Stevens, Administration Block

ELECTIVE CHOICES Yr 7, 8, 9, 10 Katie Griffiths, Admin Block, Yr 11, 12 Kerstin Woodward Careers Office

LEARNING AND SUPPORT TEAM Tim Warner, Rachel Barwick, English Staffroom

SICK BAY Administration Staff, Front Office

FIRST AID Front Office

ENROLMENTS, BUSES, PAYMENTS, Administration Staff Front Office

LATE NOTES Reception Desk, Front Office

LEAVE PASSES Deputy Principals, Administration Block

LOST PROPERTY Administration Staff, Front Office

STUDENT LEADERSHIP TEAM Bianca Bilbija, PDHPE Staffroom

TRANSITION ADVISER Matt Francis, Careers Office

ATTENDANCE OFFICER Tim Warner, English Staffroom

ANTI RACISM COORDINATOR Tasanee Alam, Science Staffroom

2024 Staff Executive Team, Head Teachers



Paul Humphrey
Principal



Sue Jordan
Deputy Principal



Matt Cawley
Deputy Principal



Kath Bear
Deputy Principal



Allene Stanton
School
Administration
Manager



Katie Griffiths
Head Teacher
Administration (Rel)



Scott Gale
Head Teacher
Inclusive Education
Faculty



Joe Anderson
Head Teacher
Mathematics (Rel)



Lisa Mullan
Head Teacher
English



Michael Quodling
(Rel)
Head Teacher
HSIE



Jenny Bryant
Head Teacher
Science



Sheridan Johnston
Head Teacher PDHPE
(Rel)



Tanya Crough
Head Teacher TAS
(Rel)



Kyle McGeary
Head Teacher CAPA



Nichole Maloy
Head Teacher
Teaching & Learning

Wellbeing Team 2024



Gaye Devoy
Head Teacher
Wellbeing



Ryan Squires
School Counsellor
Psychologist



Amy Stevens
School Counsellor
Psychologist



Chris McDonald
Aboriginal Education
Officer



Brad Herman
Supervisor of Boys



Rachel Barwick
Supervisor of Girls



Anthea Flowers
Student Support
Officer

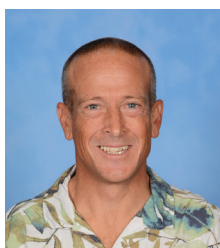


Rhonda Klenk
Wellbeing and Health in
Reach Nurse

Year Advisers 2024



Bridget Kramer
Year 7
HSIE Staffroom



Jason Nash
Year 8
Maths Staffroom



Cathie Luff
Year 9
PDHPE Staffroom



Tim Seivers
Year 9
Maths Staffroom



Rebekah Schafer
Year 10
CAPA Staffroom



Andre Strydom
Year 10
CAPA Staffroom



Mel Sharkey
Year 11
TAS Staffroom



Katie Griffiths
Year 12
Mathematics Staffroom



Russell Preston
Year 12
Mathematics Staffroom

STUDENT WELLBEING

Student wellbeing is a high priority at Toormina High School. Every student has the right to be and feel safe, to be happy and to be given the opportunity to achieve his/her potential. Students who feel that their wellbeing is at risk, particularly if they are being bullied or harassed, should immediately notify their parents/carers and an appropriate person at school that is, a teacher, year adviser, head teacher wellbeing, school counsellor or senior executive personnel. Bullying is dealt with in a way which recognises the needs of both the victim and the bully so that a lasting resolution of conflict can be achieved.

Head Teacher Wellbeing – Gaye Devoy

The Head Teacher (Wellbeing) is responsible for the general supervision and welfare of students in the school and is available to assist any students with any problems they may have in or out of school.

Year Advisers

This school has, as members of the teaching staff, six Year Advisers. These Advisers are appointed primarily to assist pupils with their progression through their school life. They are available for interview, to assist and advise in the following areas:

- (a) Personal and educational problems, including choice of subjects and courses of study.
- (b) Problems related to school uniform and general conduct.
- (c) Problems associated with attendance, punctuality and absentee notes.
- (d) Changes from one class to another.

School Counsellor/Psychologist - Ryan Squires, Amy Stevens

Students are referred to the School Counsellor by teachers, parents, Child Welfare Services or students themselves. The School Counsellor is concerned with psychological welfare, diagnoses of educational and adjustment issues. Counsellors are available for interview with parents. Prior appointment must be made by telephoning the school.

LaST Learning and Support Team – Gaye Devoy, Rachel Barwick, Jake Bailey

The Learning and Support Teachers provide additional learning support for students in years 7-12 who are experiencing difficulty in accessing the curriculum. LAST teachers work predominantly within a classroom setting and focus on strengthening literacy and numeracy skills. They manage the implementation of Disability Provisions for examinations for students with an identified need. They also complete learning assessments for students in Years 7 to 12.

Aboriginal Education Officer – Chris McDonald

The Aboriginal Education Officer works in class and in withdrawal settings to support Aboriginal students.

THS Aboriginal Education team assists Aboriginal students, and their parents transition from primary school to high school.

Support Classes – Scott Gale, Head Teacher Inclusive Education Faculty

Students with a range of disabilities are supported in a class with a specialist teacher and SLSO (School Learning Support Officer).

Students with a significant disability are given high level support in discrete classes and follow a special program of study and are able to access mainstream classes if appropriate as outlined in their Personal Learning and Support plan.

Students with Funding Support receive support during the transition from primary school to Toormina High School.

Supervisor of Girls – Sarah Woods, Supervisor of Boys – Brad Herman

These teachers are responsible for supporting the wellbeing of students at Toormina High School and have a role in whole school wellbeing issues.

Student Support Officer – Anthea Flowers

Our Student Support Officer is a non-teaching school based staff member who supports student's wellbeing and learning through individual and targeted support.

Wellbeing and Health In-reach Nurse (WHIN), Rhonda Klenk

The WHIN is employed by the Local Health District to work in schools and are a direct link to local health and community services. The WHIN collaborates with the school's counselling staff and Learning and Support team to support the health and wellbeing needs of students and their families.

Anti-Racism Contact Officers (ARCOs), Tasanee Alam

Anti-Racism Contact Officers promote anti-racism education and monitor incidents of racism.

Careers Adviser – Kerstin Woodward

The school has a full time careers adviser who provides information, guidance and advice to help students explore their education and career options, create a resume, search for jobs, apply for jobs and/or apply for further study. Parents may phone for interviews if desired.

Transition Adviser - Matt Francis

The Transition Adviser provides information and support on alternative educational pathways.

Itinerant Support Staff

Specialist support teachers and Student Learning Support Officers assist students with sensory needs as outlined in their Personal Learning Plans.

House System

THS has launched a new pastoral care system. We have incorporated a house competition for whole school activities. Each student has been assigned a house at random with siblings placed in the same house. The names of the houses were voted by the students at the end of 2022. Staff will be allocated to a house.

The houses are as follows.

Barty - Blue (Adam Berrada)

Irwin - Green (Tanya Crough)

Mabo - Yellow (Casey Phyland)

Mauboy - Pink (Bree Taylor)

Staff will award house points through Sentral. Categories include: Academic, Cultural, School Service, Sporting.

GENERAL INFORMATION

Aboriginal and Torres Strait Islander Programs

The Aboriginal Education Officer provides support for our Aboriginal and Torres Strait Islander learners both in the classroom and with individualised programs.

The school Aboriginal Education team works in collaboration with teachers, families, and partner schools in planning for a successful transition from primary school.

Community: Regular morning teas 'Yarn Ups' are held each term for community members and staff to gather informally. We join the Community in celebrating NAIDOC week and recognise the importance of Sorry Day. In 2020, the Ngura was built as a respected cultural space for our students to deepen cultural knowledge and understanding and the school recognises the continuing connection of Aboriginal and Torres Strait Islander peoples to Country. Students are actively involved in a range of cultural programs and projects, these include art projects, building gardens to include edible native plants, and landscaping projects for the Nora.

Curriculum: The local Gumbaynggirr language is taught in Year 8. The Elective courses in Gumbaynggirr for Year 9-10 with Aboriginal Studies as a Stage 6 course will be offered in our curriculum. Additional Aboriginal learning activities and programs are available to provide opportunities for our students to celebrate their cultural identities.

Leadership: The Student Leadership Team provides a strong voice for Aboriginal and Torres Strait Islander students. Toormina High School is committed to providing Personalised Learning Pathways and encourage students to pursue higher education, scholarships such as the Elsa Dixon Program and School Based apprenticeships.

Absences

Parents are required to provide an explanation for an absence within 7 days - this can be done by telephone, via the Parent Portal, note, email, or by replying to a received text message which are sent out daily. Our school participates in an SMS-based system which enables us to give parents instant feedback when their child is absent from school. SMS messages are automatically generated each day from the Sentral Roll – when a student is marked absent at roll-call.

If there is no reply after 7 days the absence will be recorded as 'unjustified' on the school's official roll and DoE system. In cases of absence for students in Years 11 and 12 who are absent when assessment tasks are due, they may be asked for a medical certificate (see separate Assessment Policy document).

Assemblies

School assemblies are held every Wednesday after Period 2, in the main assembly area. Year group assemblies are conducted periodically by Year Advisers. Special assemblies for awards will be convened as required.

Bicycles and Scooters

Bicycles and scooters must not be ridden in the school grounds. Students are to walk their bikes/scooters to the bike area, where they should be secured with a lock and chain. The bike area is then out of bounds to all students until the end of the school day.

The school has constructed a bicycle shelter to try to provide security, however, it cannot be guaranteed. The shelter will be locked each day. Bicycles cannot be removed from the shelter during the day unless there is an emergency. In such a case the student requiring the bicycle/scooter is to see the front office.

Students who have permanent early leave passes or students who have to leave early on a given day (a one-off situation) can secure their bicycles to the two racks provided on the outside of the shelter.

Skateboards are not to be brought to school.

Bus Travel

Students living outside a 2.0km radius or 2.9km walking distance from the school are entitled to free bus travel. Year 6 - 7 students or new enrolments who have had a bus pass in the previous year need to update their information online <https://apps.transport.nsw.gov.au/ssts/updateDetails> Students who are applying for free bus travel for the first time can apply on line at [transportnsw.info/school-students](https://transport.nsw.gov.au/info/school-students) or call 131500 for assistance.

Students who are in a shared parenting situation and need to travel from two addresses need each parent to make a separate application for each address online.

Bus passes are expected to be shown to driver on each bus trip. If you lose your pass you can apply and pay online.

For details:

| Busways North Coast P/L | Forest Coaches (Formerly Sawtell) | Forest Coaches (Formerly Ryan's) | Newcombe Coaches |
|---|---|--|---|
| 4 O'Keefe Drive COFFS HARBOUR 6652 2744 | 9 Newcastle Drive SAWTELL 6653 3344 | 9 Hurley Drive COFFS HARBOUR 6653 7261 | 40 Industrial Drive COFFS HARBOUR 6652 3201 |

Canteen

The canteen serves a wide variety of hot and cold foods, drinks and snack foods. Lunch orders may be placed before school or in the 20 minute recess. Menu is available on the THS website.

Computer Network

Year 7 students will be provided with assistance early in Term 1 to familiarise them with the logon process. When students sign out of the school their network account is automatically deleted.

Communication

Please ensure our school office is notified of any changes to your phone number, mailing address, email address and emergency contact details.

The school newsletter is sent via Facebook, Parent Portal, and email every fortnight. If you would like to have a hard copy of the newsletter mailed to you, please contact the school on 66533077, or pick up a copy at the Toormina Gardens newsagency. The newsletter is also available via the Toormina High School website www.toormina-h.schools.nsw.edu.au the website also has important dates, photos, news and information. THS also has a school Facebook page and a THS Library Facebook page.

Emergency Contact

If a parent or caregiver needs to contact a student at school as a result of an emergency, they are required to call the school's main office and a written message will be sent immediately to the student. If a student needs to make emergency contact with anyone they can do so through the school's main office. Students are not permitted to call a parent/carer on a mobile phone to arrange for the parent to collect them from school. If a student is sick, the class teacher or deputy will direct them to the front office.

Sentral Student Portal

Note that students also have access to a Sentral Student portal where they can access their timetable, Newsfeed, resources such as Assessment Handbooks, Newsletters, School Reports and Attendance summary information.

Students can access this via the Toormina High School website > Links > Sentral for Students and Parents > click on Sentral Student and Parent Portal:

<https://toorminahs.sentral.com.au/portal2/#!/login>

Students sign in with their school username (eg joe.citizen334) & their school password.

Communication continued

Sentral Parent Portal

Toormina High School uses Sentral, which is a web-based software platform that manages school administration and student data. Our preferred method of communication to our parents and carers is through the Sentral Parent Portal. This is available as a convenient mobile phone app called "Sentral for Parents" on both Apple and Android devices.

Through the Sentral Parent Portal you will be able to access information for your child/children such as:

- Absences (to view absences and advise us of your child's absence)
- Newsfeed
- Newsletters
- Timetables (via Web Portal button)
- Attendance summary (via Web Portal button)
- School Reports (via Web Portal button)
- Various Resources such as Exam timetables, Subject Selection Guides, information and instruction documents
- Book in for parent teacher interviews at the relevant time

To download and install the Sentral for Parents app please see the instructions on the Toormina High School website > Links > Sentral for Students and Parents > Parent Portal Registration Instructions > click on instructions:

<https://toormina-h.schools.nsw.gov.au/links/parent-portal-registration-instructions.html>

After registering, you will need to input your unique access key to link to your child's information. The access keys will be provided to new parents at the start of the 2024 school year. For parents with older students at Toormina High School who have already registered on the Sentral for Parents app, the new Year 7 student should be automatically added to your app.

For security reasons, an access key can only be used by one registered user. An additional key/s can be provided for another parent/carer if this is required or convenient.

Note: to be able to view the documents attached in the Sentral for Parents app, your phone will need a PDF (Portable Document File) Reader. Many phones will already have a PDF reader installed, but if your phone won't open the PDF files, you can choose one of the free PDF Reader apps from the App store or Google Play store to download & install.

Examinations

Examinations are held for each subject each semester during the nominated examination week/s. There are also the following external examinations for students:

National Assessment Program Literacy and Numeracy (NAPLAN) – Years 7 and 9.

Higher School Certificate (HSC) – Year 12.

Science Validation of Assessment 4 Learning and Individual Development (VALID) - Year 10 & 8.

Homework/Study Habits

Desirably, homework should be done each night. Homework should involve revising, summarising and learning notes and work completed during the day. It may include reading of books, learning of spelling and preparation of work. Toormina High School has a Homework Centre held after school every Tuesday, Wednesday and Thursday.

Late to School

Students arriving late to school must have a note from their parents/guardians explaining the reason for the late arrival. Late students go straight to class until 9:10am, after 9:10 students must go to the front desk in the school office. No explanatory note, message or text means this will be marked as 'absent unjustified' on the Sentral Roll system.

Leave Passes

Students seeking permission to leave school during the day are to present a note from their parents to the Deputy Principal before school commences. Leave Passes will only be issued for special reasons. Parents and students are asked to try to keep medical and dental appointments outside of school hours.

If leaving school early, students must possess a School Leave Pass for partial absence which will be issued at the front office after permission has been granted by the Principal or Deputy Principal.

Library

The Library is open before school, at recess and lunch time (excluding Wednesday recess). After school use may be possible by arrangement.

Students are welcome to access all the library resources. Books are available for borrowing. Current magazines, periodicals, daily newspapers, videos, computer programs and the internet are available for use in the library. Students will need to see the Librarian in order to access the computers as they are very popular. The library also provides a quiet haven for reading or studying.

Lockers

School lockers are available for \$5 per year, see the office staff for further details.

Medication and Medical Conditions

All students requiring medication to be administered during the school day must hand it in to the front office first thing in the morning with a permission note from parents. Where the medication has been prescribed by a medical practitioner a note from the doctor including dosage requirements must be included.

If a student suffers from a serious or chronic condition (such as allergies, asthma or epilepsy) it is necessary that parents inform the school of the condition as soon as possible and, when necessary, provide medication and an action plan formulated by the family doctor. If you have any questions or concerns please contact the school on 6653 3077.

Mobile Phones/including Smart Watches

Toormina High School is an 'off and away' school. ALL digital services must be switched off and in the students's bag at ALL times while on school grounds.

Students who fail to comply with this procedure may have their phone confiscated, as indicated by the Department of Education. The teacher will take it to the office and record the details.

Parents will be contacted and required to collect from the office at the end of the day.

Students issued with an exemption must follow the rules outlined in the contract.

Movement between Lessons

Bike area is out of bounds during school time.

CORRIDORS AND OPEN AREAS are out of bounds during RECESS and LUNCH (during wet weather Years 7 and 11 may sit in the Social Sciences, Art and Music corridor. Years 8, 9 and 10 may sit in the Mathematics and Science corridor.

SCHOOL GROUNDS – students must NOT leave the school grounds unless they are either:

- Accompanied by a teacher.
- Going on an excursion/sporting trip/PE; or
- Leaving for a valid reason and have a Leave Pass indicating time of departure.

Parent Teacher Evenings & Individual Appointments

Toormina High School works closely with its parent community and welcomes parent involvement in the education of our students. If you would like to talk to a teacher or a member of the school executive about your child's progress Parent Teacher Evenings are conducted several times throughout the year. Alternatively parents can contact the school on 6653 3077 to arrange a mutually acceptable time for an appointment.

P & C Association

All parents are urged to join the P & C Association for a fee of \$2.00 per family. The P & C meeting venue is advertised prior to each meeting but is usually held in the school library. Parents are encouraged to come along and have their say in matters involving their children.

Meeting dates and times for 2024 are:

Term 1, Monday February 12, 5:30pm - 7:00pm

Monday, March 18, 5:30pm - 7:00pm

Term 2, Monday, May 13, 5:30pm - 7:00pm

Monday, June 17, 5:30pm - 7:00pm

Term 3, Monday, August 5, 5:30pm - 7:00pm

Monday, September 9, 5:30pm - 7:00pm

Term 4, Monday October 28, 5:30pm - 7:00pm

Monday, December 2, 5:30pm - 7:00pm

Reports

School Reports are posted out as follows:

| | |
|--------------|--|
| Years 7 – 10 | Semester 1 Report available in Week 2, Term 10 Semester 2 Report available in Week 10, Term 4 |
| Year 11 | Interim Report available in Week 10, Term 2 Preliminary Report available Week 4, Term 4 |
| Year 12 | Interim Report available Week 5, Term 2 Final Report available Week 10, Term 3 |

Security

The school gates are locked between 9.30am and 3:00pm. Students and visitors arriving outside of these times will need to access the school through the Office. All visitors to the school are asked to report to the Office upon arrival.

Sick Students

Students who are injured or become sick at school are to report to the Office. In general, please do not send children to school if they are sick in the morning. Parents will be asked to collect their children from school if they are too sick to return to class from sick bay.

School Socials

School Socials are held regularly. These are for current Toormina High School students only. Teachers give up their own time to organise and supervise School Socials. No student will be released until the social has finished. Socials run from 6:00 p.m. – 9:00 p.m. Strict rules of behaviour and attendance are applied. Tickets must be purchased prior to the School Social, no tickets are sold 'at the door'. Students on a current yellow or pink card are NOT permitted to attend.

Sport

Sport is a compulsory part of the curriculum and is held on Wednesday afternoon for Years 7, 8, 9, and 10. All students participate in Swimming and Athletic Carnivals - participation in Cross-Country is optional. Problems have arisen in the past with pupils requesting leave on Wednesday afternoons. It would be appreciated if parents could avoid making appointments for their children during this time.

The school offers a wide variety of both recreational and team sports. Special arrangements are made during wet weather. During sport periods Year 7 students participate at school and will sample and learn rules and skills for most of the sports that are available as choices in future years.

SCHOOL UNIFORM

All students are required to wear only approved school uniform items. The wearing of full school uniform by all students enhances school tone and the morale of staff and students. We want the calibre and achievements of our students to be fully recognised and appreciated by the wider community, and we recognise that the dress of our students very much shapes the perception of our school by the community.

- Approved school uniform dress items are listed below.
- Coloured or printed (other than the school logo) tops are NOT part of our uniform, and are NOT to be worn.
- Families can apply for Student Assistance if they have trouble affording uniform items.
- Students unavoidably out of uniform should have a note from a parent/carer, and show it to the Head Teacher Wellbeing who may offer them clean uniform items to wear that day.
- Occupational Health & Safety Requirements stipulate that students must wear enclosed **leather** shoes at all times.
- Excessive jewellery may also present an WH&S hazard and students may be requested to remove such items eg. large hoop earrings.

UNIFORM OPTIONS

Junior girls - unisex THS polo shirt or THS blue formal shirt, unisex THS black shorts or girls THS skirt or black long pants (no jeans or tights), black THS hoodie, covered leather shoes.

Senior girls - unisex THS polo shirt or THS senior white formal shirt, unisex black THS shorts or THS black skirt, black long pants (no jeans or tights). black THS hoodie, covered leather shoes.

Junior boys - unisex THS polo shirt, unisex THS black shorts, junior boys blue formal shirt, black long trousers (no jeans), black THS hoodie, covered leather shoes.

Senior boys - unisex THS polo shirt or senior THS white formal shirt, unisex black THS shorts or black trousers (no jeans), black THS hoodie, covered leather shoes.

Sports uniform - unisex THS polo shirt or unisex black THS shorts or black track pants, black THS hoodie, sports shoes.

TEAM SPIRIT is the uniform supplier.

1/10 GDT Seccombe Close, Coffs Harbour, 66519030

Monday - Friday 8:30am - 5:00pm

Order online <https://www.teamspiritsports.com.au/> or shop in store.

USERNAME is toorminahs **PASSWORD is uniform25**

Benefits of having and enforcing a school dress code

- School uniforms increase student safety
- School uniforms keep students focused on their education, not their clothes
- School uniforms create a level playing field among students, reducing peer pressure
- Wearing uniforms enhances school pride, unity and community spirit
- School uniforms can improve attendance and discipline
- School uniforms makes getting ready for school easier, which can improve punctuality
- School uniforms can save parents money

SCHOOL UNIFORM



THS Black Shorts \$26



THS Black Skirt \$35



Junior Polo \$40



Junior First Nations Polo \$40



Junior Blue Formal Blouse \$35



Junior Blue Formal Shirt \$35



Senior Polo \$40



Senior First Nations Polo \$40



Senior Formal Shirt \$35



Senior Formal Blouse \$35



Hoodie \$65



First Nations Hoodie \$65

ACADEMIC AWARDS – YEARS 7 to 11

Formal Assemblies are held each semester for the whole school to celebrate the academic achievements of students.

Semester Reports will show one of the following awards for each subject:

Outstanding - The student has an extensive knowledge and understanding of the content and can readily apply this knowledge. In addition, the student has achieved a very high level of competence in the processes and skills and can apply these to new situations.

High - The student has a thorough knowledge and understanding of the content and a high level of competence in the processes and skills. In addition, the student is able to apply this knowledge and these skills to most situations.

Sound - The student has a sound knowledge and understanding of the main areas of content and has achieved an adequate level of competence in the processes and skills.

Basic - The student has a basic knowledge and understanding of the content and has achieved a limited level of competence in the processes and skills.

Limited - The student has an elementary knowledge and understanding in few areas of the content and has achieved very limited competence in some of the processes and skills.

STUDENT LEADERSHIP and CITIZENSHIP

Students at Toormina High School are expected to display and 'grow into' citizenship and leadership roles. Students are expected to make a contribution to their school and community. Students may develop their leadership skills through peer tutoring and membership of the Student Leadership Team.

The Student Leadership Team are a group of students elected by their cohort and staff that play an integral role in the running of school functions and represent the school in the wider community. The Student Leadership Team are a visible force within the school, acting as positive role models for the younger students. Students are encouraged to make suggestions for school improvements or communicate any problems to their representatives for discussion at team meetings. The Student Leadership Team also organises fundraising activities during the year for a variety of causes. How do you join?

Student representatives are elected after a self-nomination process followed by an election process.

SCHOOL AND SUBJECT CONTRIBUTIONS

General Contributions

Year 7 \$50.00 per year

Years 8, 9 & 10 \$50.00 per year

Years 11 & 12 \$60.00 per year

Subject Contributions for Year 7 and Year 8

Technology Mandatory Fees are \$50.00 per year.

Visual Arts Fees \$50.00 per year. (Year 8 only)

Music Mandatory Fees are \$15 per year. (Year 7 only)

Subject Contributions for Other Years

Approximate costs for elective subjects have been printed in the Subject Selection Handbooks. Statements will be forwarded to parents in Term 1 listing contributions.

SCHOOL CONTACT DETAILS

Telephone: 02 66533 077

Email: Toormina-h.school@det.nsw.edu.au

Website: www.toormina-h.schools.nsw.edu.au

Facebook: 'Like' & 'share' our posts on our official Facebook page which has the school logo.

IMPORTANT DATES

Student TERMS 2024

1) 1/2/24 – 12/04/24 Year 7,11 & 12 begin Term 1, 2024, on Thursday, February 1
Year 8, 9 & 10 return on Friday, February 2

2) 30/04/24 – 5/07/24 All students return 30/04/24

3) 23/07/24 – 27/09/24 All students return 23/07/24

4) 14/10/24 – 18/12/24 All students return 14/10/24

PUPIL FREE DAYS/ School Development Days

Term 1 Tuesday 30 January 2024, Wednesday, 31 January 2024

Term 2 Monday, 29 April 2024

Term 3 Monday, 22 July 2024

Term 4 Thursday, 19 December 2024, Friday, 20 December 2024

PUBLIC HOLIDAYS

Easter Friday, 29 March – Monday, 1 April 2024

Anzac Day Thursday, 25 April 2024

King's Birthday Monday, 10 June 2024

Labour Day Monday, 7 October 2024

BELL TIMES

Toormina High School operates on a fortnightly timetable - WEEK A and WEEK B.

| Bell Times 2024 | | | | | |
|-----------------|----------------|---|------------------------|----------------|----------------|
| WEEK A | Monday | Tuesday | Wednesday | Thursday | Friday |
| Warning Bell | 8:55 - 9:00 | 8:55 - 9:00 | 8:55 - 9:00 | 8:55 - 9:00 | 8:55 - 9:00 |
| Roll Call | 9:00 - 9:10 | 9:00 - 9:10 | 9:00 - 9:10 | 9:00 - 9:10 | 9:00 - 9:10 |
| 1 | 9:10 - 10:10 | 9:10 - 10:10 | 9:10 - 10:10 | 9:10 - 10:10 | 9:10 - 10:10 |
| 2 | 10:10 - 11:10 | 10:10 - 10:40 Pastoral Care 10:40 - 11:10 Assembly | 10:10 - 11:10 | 10:10 - 11:10 | 10:10 - 11:10 |
| Recess | 11:10 - 11:40 | 11:10 - 11:40 | 11:10 - 11:40 | 11:10 - 11:40 | 11:10 - 11:40 |
| 3 | 11:40 - 12:40 | 11:40 - 12:40 | 11:40 - 12:40 | 11:40 - 12:40 | 11:40 - 12:40 |
| 4 | 12:40 - 1:40pm | 12:40 - 1:40pm | 12:40 - 1:10pm | 12:40 - 1:40pm | 12:40 - 1:40pm |
| Lunch | 1:40 - 2:10pm | 1:40 - 2:10pm | | 1:40 - 2:10pm | 1:40 - 2:10pm |
| 5 | 2:10 - 3:10pm | 2:10 - 3:10pm | SPORT 1:10 - 3:10pm | 2:10 - 3:10pm | 2:10 - 3:10pm |

| Bell Times 2024 | | | | | |
|-----------------|----------------|----------------|------------------------|----------------|----------------|
| WEEK B | Monday | Tuesday | Wednesday | Thursday | Friday |
| Warning Bell | 8:55 - 9:00 | 8:55 - 9:00 | 8:55 - 9:00 | 8:55 - 9:00 | 8:55 - 9:00 |
| Roll Call | 9:00 - 9:10 | 9:00 - 9:10 | 9:00 - 9:10 | 9:00 - 9:10 | 9:00 - 9:10 |
| 1 | 9:10 - 10:10 | 9:10 - 10:10 | 9:10 - 10:10 | 9:10 - 10:10 | 9:10 - 10:10 |
| 2 | 10:10 - 11:10 | 10:10 - 11:10 | 10:10 - 11:10 | 10:10 - 11:10 | 10:10 - 11:10 |
| Recess | 11:10 - 11:40 | 11:10 - 11:40 | 11:10 - 11:40 | 11:10 - 11:40 | 11:10 - 11:40 |
| 3 | 11:40 - 12:40 | 11:40 - 12:40 | 11:40 - 12:40 | 11:40 - 12:40 | 11:40 - 12:40 |
| 4 | 12:40 - 1:40pm | 12:40 - 1:40pm | 12:40 - 1:10pm | 12:40 - 1:40pm | 12:40 - 1:40pm |
| Lunch | 1:40 - 2:10pm | 1:40 - 2:10pm | | 1:40 - 2:10pm | 1:40 - 2:10pm |
| 5 | 2:10 - 3:10pm | 2:10 - 3:10pm | SPORT 1:10 - 3:10pm | 2:10 - 3:10pm | 2:10 - 3:10pm |

TIMETABLES

Students can access this via the Toormina High School website > Links > Sentral for Students and Parents > click on Sentral Student and Parent Portal: <https://toorminajs.sentral.com.au/portal2/#!/login>

Students sign in with their school username (eg joe.citizen334) and their school password.

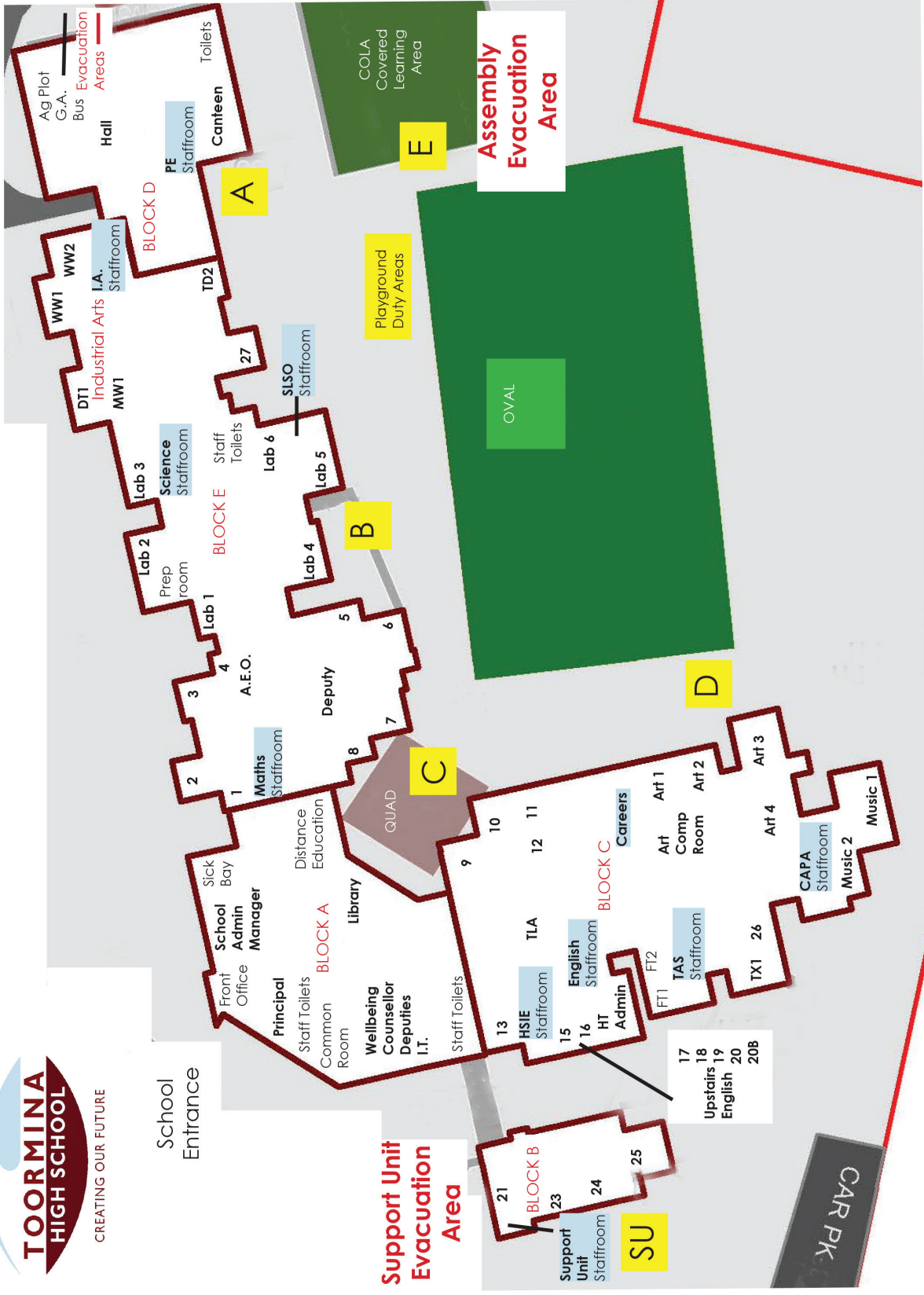
Diagram below has example timetable in black, explanation in blue.

| | | |
|---------------------------------------|--|---|
| | WedA Week A Timetable | |
| | Wednesday | |
| | 23/11/2022 | |
| HR 9:00 - 9:10 | RRC (RC11) 12 Ms Sarah Woods | RC=Roll Call Room number - Room 12 Roll Call teacher |
| Period 1 1 9:10 - 10:00 | Geography Yr7 (7GEOD) 10 Mr Richard Raward | Subject/Class - 7GEOD = Year 7 Geography Diamond Room Number - Room 10 Class teacher |
| Period 2 2 10:00 - 10:50 | Science Yr7 (7SCIR) L6 Ms Lucy Thomas | Subject/Class - 7SCIR = Year 7 Science Ruby Room Number - Laboratory 6 Class teacher |
| Recess R 10:50 - 11:20 | | |

| ROOM IDENTIFIERS | |
|------------------|--|
| TX1 | Textiles Sewing Room |
| FT 1,2 | Food Technology Kitchens |
| WW 1,2 | Woodwork Workshops |
| MW1 | Metalwork Workshops |
| L | Science Laboratories |
| MU 1,2 | Music Rooms |
| LIB | Library |
| DT | Design and Technology |
| TD | Theory PDHPE (Personal Development, Health and Physical Education) |
| HALL | Practical PDHPE |
| COLA | Covered Learning Area (basketball courts) |
| QUAD | Open area in front of the library |



School Entrance



Support Unit Evacuation Area

Assembly Evacuation Area

CAR PK

TOORMINA HIGH SCHOOL
CREATING OUR FUTURE

School Entrance

School Entrance

Principal Office
Staff Toilets
Common Room

Wellbeing Counsellor
Deputies
I.T.

Library
Distance Education

Maths Staffroom
A.E.O.

Deputy
Staff Toilets

Lab 1
Lab 2
Lab 3

Prep room
Science Staffroom

Lab 4
Lab 5
Lab 6

Staff Toilets
SLSO Staffroom

TD2
Canteen
PE Staffroom

DT1
Industrial Arts I.A.
MW1

WW1
WW2
Hall
Toilets

Ag Plot
G.A.
Bus Evacuation Areas

COLA Covered Learning Area

Playground Duty Areas

OVAL

QUAD

Support Unit Staffroom

English Staffroom

HT Admin

English Staffroom

HSIE Staffroom

TLA

Admin

English Staffroom

HT Admin

FT1

FT2

TAS Staffroom

Art 1

Art 2

Art 3

Art 4

Comp Room

Careers

Music 1

Music 2

CAPA Staffroom

TX1

TX2

TX3

TX4

TX5

TX6

TX7

TX8

TX9

TX10

TX11

TX12

TX13

TX14

TX15

TX16

TX17

TX18

TX19

TX20

TX21

TX22

TX23

TX24

TX25

TX26

TX27

TX28

TX29

TX30

TX31

TX32

TX33

TX34

TX35

TX36

TX37

TX38

TX39

TX40

TX41

TX42

TX43

TX44

TX45

TX46

TX47

TX48

TX49

TX50

TX51

TX52

TX53

TX54

TX55

TX56

TX57

TX58

TX59

TX60

TX61

TX62

TX63

TX64

TX65

TX66

TX67

TX68

TX69

TX70

TX71

TX72

TX73

TX74

TX75

TX76

TX77

TX78

TX79

TX80

TX81

TX82

TX83

TX84

TX85

TX86

TX87

TX88

TX89

TX90

TX91

TX92

TX93

TX94

TX95

TX96

TX97

TX98

TX99

TX100

TX101

TX102

TX103

TX104

TX105

TX106

TX107

TX108

TX109

TX110

TX111

TX112

TX113

TX114

TX115

TX116

TX117

TX118

TX119

TX120

TX121

TX122

TX123

TX124

TX125

TX126

TX127

TX128

TX129

TX130

TX131

TX132

TX133

TX134

TX135

TX136

TX137

TX138

TX139

TX140

TX141

TX142

TX143

TX144

TX145

TX146

TX147

TX148

TX149

TX150

TX151

TX152

TX153

TX154

TX155

TX156

TX157

TX158

TX159

TX160

TX161

TX162

TX163

TX164

TX165

TX166

TX167

TX168

TX169

TX170

TX171

TX172

TX173

TX174

TX175

TX176

TX177

TX178

TX179

TX180

TX181

TX182

TX183

TX184

TX185

TX186

TX187

TX188

TX189

TX190

TX191

TX192

TX193

TX194

TX195

TX196

TX197

TX198

TX199

TX200

TX201

TX202

TX203

TX204

TX205

TX206

TX207

TX208

TX209

TX210

TX211

TX212

TX213

TX214

TX215

TX216

TX217

TX218

TX219

TX220

TX221

TX222

TX223

TX224

TX225

TX226

TX227

TX228

TX229

TX230

TX231

TX232

TX233

TX234

TX235

TX236

TX237

TX238

TX239

TX240

TX241

TX242

TX243

TX244

TX245

TX246

TX247

TX248

TX249

TX250

TX251

TX252

TX253

TX254

TX255

TX256

TX257

TX258

TX259

TX260

TX261

TX262

TX263

TX264

TX265

TX266

TX267

TX268

TX269

TX270

TX271

TX272

TX273

TX274

TX275

TX276

TX277

TX278

TX279

TX280

TX281

TX282

TX283

TX284

TX285